

3. **Farm Operating Manual:** The Permittee shall develop and submit a Farm Operating Manual for approval by the Department within 90 days of the effective date of this permit. The Farm Operating Manual shall include at a minimum the following information:

- a. identification of land features or structures where storm water will likely leave the production area(s) and enter surface waters of the state;
- b. identification of land features or structures in the land application area(s) which will increase the risk of nitrogen and phosphorus transport to surface waters of the state; land features or structures include tile lines, pipes or ditches;
- c. practices and procedures which will be followed to ensure that the waste storage facilities are designed and operated in accordance with Parts II A. and B. of this permit;
- d. practices, procedures and applicable BMPs which will be utilized to ensure compliance with the requirements of this permit (including those BMPs listed in Table 2 of Part I B.1.b. and those required by Part III B.2.) including but not limited to the following:
 - (1) if applicable, identification of the location of BMP(s) that are installed or will be installed at the CAFO facility, for BMP(s) that will be installed include the expected timeframe for installation;
 - (2) specification of appropriate maintenance that will be performed for each BMP(s);
 - (3) specification of the steps that will be taken in the event that a BMP(s) is found deficient,
 - (a) as a result of the visual inspections as required by Part I B.1.b., or
 - (b) as a result of other routine inspections, as prescribed by the Farm Operating Manual, of BMP(s) utilized or installed in accordance with Part III B.2.

The steps shall include any actions that will be taken to correct deficiencies in accordance with Part I C.2.b.

- e. practices and procedures which will be followed to ensure that all equipment needed for the proper operation of the permitted facilities is maintained in good working order, including but not limited to the following:
 - (1) retention of the equipment manufacturer's operation and maintenance manuals or other reference source to allow for timely maintenance and prompt repair of equipment when appropriate; and
 - (2) specification of the frequencies of inspections in order to detect leaks on equipment used for liquid manure handling and land application; and
- f. an emergency plan which includes appropriate procedures for employees to follow in case of an emergency such as; an unauthorized discharge of manure, from the production area or catastrophic animal mortality. The emergency plan must include appropriate information for assistance with the particular emergency and must include contact information for local, state and federal agencies required to be notified in the case of any of the above mentioned events;
- g. practices, procedures and methods which will be followed to monitor and analyze waste; and
- h. practices, procedures and methods which will be used to manage solids in the waste storage or treatment facilities; and
- i. practices, procedures and methods which will be followed to ensure that chemicals and other contaminants handled at the facility are not disposed of in any manure, process wastewater, or storm water storage or treatment system unless such systems are specifically designed to treat such chemicals and other contaminants.